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20 OCT 1983

18 October 1983

MEMORANDUM FOR: Information Services Planning Working Group

FROM: [REDACTED] Chairman

SUBJECT: Minutes of 13 October 1983 Working Group Meeting

1. The Information Services Planning Working Group met on Thursday, 13 October 1983. Participants included [REDACTED]

2. [REDACTED] convened the meeting, asking for corrections to the minutes of the 29 September meeting. No corrections were noted. [REDACTED]

3. [REDACTED] recounted some highlights of a talk that Mr. Briggs gave at the ODP Conference on 12 October. Questions from the ODP attendees suggested they felt threatened by the ISB and its working groups. Bernie [REDACTED] pointedly asked why Mr. Briggs convened the ISB rather than turning to Harry Fitzwater or [REDACTED] to address the problems at hand. Mr. Briggs didn't respond directly, but did cite some advantages of the ISB approach. [REDACTED]

4. The group then returned to the question of what problems it was addressing and who should be solving those problems. The group agreed that some of the problems we have been discussing were not strictly speaking the problems of any existing Agency information services organization. Central coordination seemed to be the problem most in the working groups' minds. The present lack of coordination in formally reviewing requirements and allocating resources for their satisfaction is the strongest argument for some Agency-level entity, whether it be part of Mr. Briggs's Planning Staff or the Office of the Comptroller. [REDACTED]

5. Other problems seeming to stem from the absence of a central information services entity was the Agency's failure to plan its information systems effectively, its lack of planning guidance to the directorates, and the total absence of standards or guidelines, especially in the area of requirements definition. [REDACTED]

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The next meeting of the Information Services Planning Working Group is scheduled for Thursday, 27 October 1983, at 1330 hours in Room 4E06 Headquarters. The agenda for the meeting, which is scheduled for 90 minutes is as follows:

- o Approve the minutes of the previous meeting.
- o Take care of any old business.
- 25X1 o Hear [] remarks on his ISB presentation.
- o Review the Methodology Subgroup's submissions.
- 25X1 o Consider planning organization options. []



25X1 O/Compt/IHG, [] (18 Oct 83)

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